

CITY OF MANSFIELD

*104 South Wisteria
Mansfield, TX 76063
mansfieldtexas.gov*



Meeting Minutes - Final

Wednesday, August 8, 2018

6:00 PM

Community Room

Mansfield Public Library Advisory Board

1. **CALL TO ORDER**

The meeting was called to order by President Suzonne Evans at 6:00 p.m.

Board Members Present

*Suzonne Evans, Bobby Quinten, Debra Collins, Cindy Kuster, Cindy Gray, Shelley Daunis &
Ex Officio Friends President Carol Ann Grantham*

Library Staff Present

*Director of Library Services Yolanda Botello, Youth Services Librarian Julie Crisafulli,
and
Library Administrative Assistant Dorothy McGuinness*

Citizen Present

Paula Highfill

Board Members Absent

Kelvin Story, Ronnie Garcia resigned from the Board

2. **APPROVAL OF MINUTES OF MAY MEETING**

A motion to accept the May 9, 2018 minutes was made by Debra Collins, seconded by Bobby Quinten. The minutes were approved unanimously.

3. **CITIZEN COMMENTS**

- *Paula Highfill was asked to share her perspective on the discussion regarding City Council and library funding.*
 - o *Ms. Highfill commended Ms. Botello on getting the library anywhere on City Council's radar.*
 - o *Ms. Highfill encouraged the Board to learn how a foundation could function in Mansfield.*
 - o *The group agreed that the city would react positively to a public / private partnership.*
 - o *With new City Council members, there could be an opportunity to educate regarding library needs.*
 - o *Ms. Highfill also encouraged the Board members to attend City Council meetings to have a presence.*
 - o *Ms. Highfill mentioned the library has never done a real public relations "blitz".*

4. **FRIENDS OF THE LIBRARY UPDATE**

Friends of MPL President Carol Ann Grantham provided the update:

- *They are close to selecting the author for Mansfield Reads! 2019.*
- *They are working through the author stipulations.*
- *There are no Friends of MPL meetings in July and August.*

5. **DIRECTOR OF LIBRARY SERVICES REPORT**

Library Update

Director of Library Services Yolanda Botello provided an update:

- *The Summer Reading Program was a great success.*
 - o *Participation increased from the prior year.*
 - o *Ms. Botello reviewed the SRC 2018 Statistics document.*
 - o *Google Forms was used to register and track reading, which was a major improvement from the previous website.*
 - o *The surveys confirmed positive results.*
- *The outdoor book drop has been ordered and will be delivered in a couple of weeks.*
 - o *It will be located in front of the library, near the second entrance.*
 - o *The cost was \$2,000 less than expected.*
 - o *The group discussed having the Mayor drop the first book.*
- *Ms. Botello encouraged the Board to share social media posts about the library.*
 - o *The Mayor shared the Seed Library post on Facebook.*
- *The library received its official letter of accreditation for 2019.*
- *There are 2 open positions on the Board.*
 - o *Ronnie Garcia resigned as he has moved to Fort Worth.*
 - o *New appointments will be discussed at the upcoming City Council meeting.*
- *Ms. Evans brought up the discussion topic of the need for a 9 member vs. 7 member board.*
 - o *Pros and cons were discussed.*
 - o *The group decided to leave it as-is with a 9 member board as the target.*
- *Ms. Botello shared an update regarding capital improvements for the library.*
 - o *A new library facility is quoted at \$17 million, and that did not make it in the 10 year plan for the city.*
 - o *If there is not a new library facility within the next 10 years, improvements and expansion of the existing facility are needed.*
 - o *Ms. Botello has met with an architect to get updated numbers and plans to expand the back of the building, moving the children's area in half of the new space, and the other half as a community room for children's and teen programs.*
 - o *The expansion would open up the current meeting room to the public and adult programs.*
 - o *The cost of the expansion is estimated at \$800,000 in addition to the existing \$1.535 million bond that was approved for library improvements back in 2004; this estimate is good for 3 years.*
 - o *City Council will revisit capital improvement proposals in the spring.*
- *The Board members discussed funding of the capital improvements.*
 - o *Arlington helped fund their new library through private donations and sponsorships.*
 - o *It would be good for the Board to hear from Arlington's Library Director about this effort.*
 - o *Ms. Grantham mentioned that previously the Friends of MPL considered setting up a foundation.*
 - o *Setting up a private / public partnership and forming a foundation would grab City Council's attention.*
 - o *Educating the City Council on what the library provides to the community is also important.*
 - o *The group discussed ways to educate the City Council.*
 - ☐ *City Council could visit both the Mansfield library and Arlington's new library.*
 - ☐ *There are plans to bring many city functions together for a Thanksgiving series of events.*
 - ☐ *Testimonials by library patrons could "make it real" to the Council members.*
- *Ms. Botello shared that a library needs assessment was conducted in 2008, and at that time the report stated that the staff was too small and the building was too small based on the population at that time.*
- *Another needs assessment could be used, but it will likely not change the lack of*

funding, given the other high priority needs in the city.

- *Ms. Gray shared statistics from a report called "Public Libraries Offer a Great Return for Texas Tax Payers"; this report could be included in the quarterly report to City Council.*
- *Ms. Kuster brought up the need for the Board to act and support Ms. Botello.*
 - o *Ms. Daunis said this could be the right time to reevaluate what the Board does and how active it is.*
 - o *Mr. Quinten shared that previously the Board actively presented to Council, but it did not result in the desired funding.*
 - o *The library is seen as a luxury, not a utility.*
- *Ideas were discussed for working sessions during upcoming Board meetings.*
 - o *Invite the Arlington Library Director and President of their Friends organization to speak with the Board.*
 - o *Develop an "elevator speech" so everyone is sharing the same messages.*
 - o *Define goals, objectives, barriers and stakeholders for the library.*
 - o *Understand City Council's goals for Mansfield.*
- *The group identified that keeping statistics on patrons that are turned away or waitlisted for programs is valuable to share and show that the current funding levels are constraining citizen services.*

Adopt Policies

- *The Adopt Policies agenda item was tabled until the next meeting due to the time spent on the other meeting topics and discussion.*

6. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

- *The next Library Advisory Board meeting is scheduled for September 12, 2018.*
- *The date could be adjusted based on the availability of the 2 Arlington guests joining the next meeting.*

7. ADJOURN

The meeting was adjourned by President Suzonne Evans at 7:55 p.m.

CERTIFICATION

All meetings of the Mansfield Public Library Advisory Board and its committees are open to the public.

I certify that this agenda was posted at the main entrance and on the web site of the Mansfield Public Library by 5:00 p.m., Friday, August 3, 2018, in accordance with City policy.

Yolanda Botello, MLS
Director of Library Services